

First Steps Provider Update 12-28-2005

IHCP Applications:

EDS is currently reviewing all IHCP provider enrollment applications. If your application has missing or incomplete information, the application will be returned. A cover letter, noting the missing information will accompany the application. Please complete the application per the instructions and return to EDS. If you have questions about your IHCP application, you may contact EDS at (877) 707-5750.

Provider Enrollment and Credentialing:

Effective February 1, 2006, all enrollment and credentialing applications will be processed through EDS. At that time, applications must be sent to EDS Provider Enrollment, P.O. Box 7263, Indianapolis, IN 46207-7263. Any application received by Covansys after January 20, 2006, will be returned to the sender and will not be processed. Credentialing due between January 20 and February 1, 2006, may be sent to EDS for processing after February 1.

First Steps Billing

Effective February 1, 2006, all First Steps billing must be submitted electronically using Web interChange or the HIPAA-compliant electronic 837P transaction. Training sessions will be held in January 2006 and will cover the billing process and requirements and provide training on the use of Web interChange.

Mandatory Web interChange Training

The Web interChange Training is a half-day, morning or afternoon session. Session capacity is limited and early registration is encouraged.

Jan. 17, Lafayette
Jan. 20, Columbus
Jan. 24, Vincennes
Jan. 26, Ft Wayne
Jan. 27, Indianapolis

Specific times and locations will be posted on the UTS website at www.utsprokids.org after January 4, 2006.

All First Steps providers and service coordinators are reminded that they are required to pay their annual training fee and register on-line by January 10th. This mandatory Web interChange training is included as part of your UTS Annual Training fee. There is no additional charge to attend the Web interChange training, but you must register for a session at www.utsprokids.org. (Agencies and group provider entities are required to send at least one staff member who is responsible for agency /payee billing. These non-providers must also register. ONLY non-First Steps Providers may register by e-mailing registration@utsprokids.org)

Additional information regarding the annual training fee and Web interChange training can be found on the UTS-ProKids website at www.utsprokids.org. Questions regarding registration for the Web interChange training and/or the annual training fee registration should be sent to registration@utsprokids.org.

Additional updates will be posted to the First Steps Web site at:
http://www.state.in.us/fssa/first_step/whatsnew.html